



# U.S. Department of the Interior

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## INTRODUCTION TO INTERIOR ACQUISITIONS

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*Know  
Your  
Neighbor...*

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## GUIDE FOR SMALL BUSINESSES

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Prepared by: **Office of Small and Disadvantaged Business Utilization**  
1849 C Street, NW , MS:2252 – Washington, DC 20240

December 1, 2003



**U.S. Department of the Interior**  
**OFFICE of SMALL and DISADVANTAGED BUSINESS UTILIZATION (OSDBU)**

Providing continuous outreach and assistance to small, small disadvantaged, 8(a), woman-owned, HUBZones, veteran-owned, and service-disabled veteran, businesses.

**MARKETING YOUR CAPABILITIES:**

The best and most productive marketing approach for a small business contractor is "**Do It Yourself.**" Do not depend on the Government or others to locate contracting opportunities for you.

Prepare detailed capability statements/brochures for distribution to agencies (include NAICS codes). Be specific in describing the capabilities of your firm. Indicate prior experience, prior Government contracts, references, etc.; and, if you have multiple skills, market those of which a particular agency buys the most.

Register with the Central Contractor Registration @ [www.ccr.gov](http://www.ccr.gov) (Because of the large volume of registrants, the process may take up to 30 days after submitting the application.)

**RECOMMENDED VENDOR MARKETING TECHNIQUES:**

-Become thoroughly familiar with the Federal agencies, their components, their missions, and how they are accomplished. Today websites can accomplish this.

-Learn as much as possible about the Federal acquisition system by reviewing information on the Acquisition Reform Network @ [www.arnet.gov](http://www.arnet.gov) and the Small Business Administration's website @ [www.sba.gov](http://www.sba.gov).

-Market to Federal small business advocates or to purchasing/contracting personnel. Do not assume that all Federal agencies operate the same. Market only those agencies which purchase the goods and/or services provided by your firm.

-Follow up periodically, but be reasonable about it, don't wear out your welcome.

-Become a participating merchant for Federal agencies Credit Card programs, which agencies utilizes for purchasing some of its smaller dollar value requirements.

-Check Federal agencies bid boards (onsite and Internet) for contracting opportunities.

-Don't hesitate to **ASK QUESTIONS!**

The pages following will give you an idea of the types of products and/or services procured by Interior's bureaus and offices.

OSDBU Staff:

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Get to know INTERIOR @ [www.doi.gov](http://www.doi.gov)  
- and -

Get to know us @ [www.doi.gov/osdbu/](http://www.doi.gov/osdbu/)

Also visit - [www.osdbu.gov](http://www.osdbu.gov) -- for links to other Federal Agencies and their Office of Small and Disadvantaged Business Utilization.



## BUREAU OF INDIAN AFFAIRS (BIA)

Mission is to enhance the quality of life, to promote economic opportunity, and to carry out the responsibility to protect and improve the trust assets of American Indians, Indian tribes and Alaska Natives. We accomplish this through the delivery of quality services, and maintaining government-to-government relationships within the spirit of Indian self-determination.

**Annually, approximately \$200- \$300 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### Information Technology

- hardware & software
- professional services
- research studies
- architectural & engineering services
- school design

#### Construction

- buildings
- dams
- renovation
- roads and bridges

#### Resources Development

- engineering & economic development
- land clearing
- tree thinning
- water development

#### Supplies and Equipment

- books
- fuel
- general food supplies
- heavy equipment
- paper
- pencils

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Get to know us @ [www Unavailable](http://www.Unavailable):

[ NOTE: e-mail unavailable at this time ]

#### BIA ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

- Aberdeen, South Dakota  
Mary Sumption @ 605.226.7426  
[MarySumption@bia.gov](mailto:MarySumption@bia.gov)

- Albuquerque, New Mexico  
Keith King @ 505.248.6943  
[KeithKing@bia.gov](mailto:KeithKing@bia.gov)
- Albuquerque, New Mexico  
Michael Perry @ 505.346.7555  
[MichaelPerry@bia.gov](mailto:MichaelPerry@bia.gov)
- Anadarko, Oklahoma  
Rose Roberson @ 405.247.6673  
[RoseRoberson@bia.gov](mailto:RoseRoberson@bia.gov)
- Billings, Montana  
Henry Graham @ 406.657.6313  
[HenryGraham@bia.gov](mailto:HenryGraham@bia.gov)
- Gallup, New Mexico  
Jeff Sena @ 505.863.8251 ext. 251  
[JeffSena@bia.gov](mailto:JeffSena@bia.gov)
- Juneau, Alaska  
Peggy Exendine @ 907.586.7171  
[PeggyExendine@bia.gov](mailto:PeggyExendine@bia.gov)
- Minneapolis, Minnesota  
Stuart Mani @ 612-713-4400 ext. 1031  
[StuartMani@bia.gov](mailto:StuartMani@bia.gov)
- Muskogee, Oklahoma  
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[LorenePhillips@bia.gov](mailto:LorenePhillips@bia.gov)
- Phoenix, Arizona  
Linus Brown @ 602.379.6760  
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- Portland, Oregon  
Linda Nelson @ 503.231.6757  
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- Sacramento, California  
Marlene Mercellay @ 916.978.6025  
[MarleneMercellay@bia.gov](mailto:MarleneMercellay@bia.gov)

#### HEADQUARTERS:

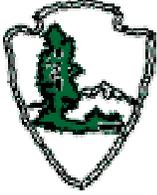
- Reston, Virginia  
Peter Markey @ 703.390.6479  
[PeterMarkey@bia.gov](mailto:PeterMarkey@bia.gov)

**Bureau of Indian Affairs**

**TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

	<b>NAICS Codes</b>	<b>Description</b>	<b>Total Actions</b>	<b>Total Dollars</b>
1	212321	Construction sand and gravel mining	5	\$715,000
2	221122	Electric power distribution	41	\$2,156,556
3	234110	Highway and Street Construction	31	\$2,183,341
4	234920	Power and Communication Transmission Construction	5	\$1,273,419
5	234990	All Other Heavy Construction	9	\$511,565
6	235990	All Other Special Trade Contractors	10	\$359,763
7	327332	Concrete pipe manufacturing	3	\$366,383
8	333120	Construction machinery manufacturing	4	\$1,064,130
9	334111	Electronic computer manufacturing	2	\$1,813,081
10	334119	Other computer peripheral equipment mfg.	5	\$364,018
11	334290	Other communications equipment manufacturing	1	\$449,877
12	421430	Computer and Computer Peripheral Eq. & Software Whole	13	\$1,475,125
13	421820	Farm and Garden Machinery and Eq. Wholesalers	4	\$513,956
14	443120	Computer and software stores	12	\$4,306,305
15	454312	Liquefied petroleum gas, bottled gas, dealers	4	\$403,409
16	511210	Software publishers	5	\$518,826
17	514210	Data Processing Services	7	\$3,276,804
18	519190	All other information services	1	\$512,000
19	523991	Trust, fiduciary, and custody activities	3	\$885,000
20	525920	Trusts, estates, and agency accounts	1	\$349,323
21	541110	Offices of lawyers	11	\$348,753
22	541199	All other legal services	6	\$1,333,000
23	541310	Architectural services	17	\$1,008,854
24	541330	Engineering services	65	\$2,097,717
25	541360	Geophysical surveying and mapping services	1	\$668,621
26	541370	Other surveying and mapping services	7	\$769,532
27	541410	Interior design services	3	\$372,821
28	541512	Computer systems design services	9	\$1,038,984
29	541513	Computer facilities management services	9	\$2,186,142
30	541519	Other computer related services	7	\$706,239
31	541611	Administrative management consulting services	8	\$951,692
32	541690	Other technical consulting services	3	\$352,505
33	541990	All other professional and technical services	9	\$935,064
34	561612	Security guards and patrol services	18	\$530,386
35	561730	Landscaping services	1	\$372,847
36	561990	All other support services	8	\$358,300
37	611420	Computer training	9	\$571,724
38	611430	Management training	10	\$1,114,077
39	611710	Educational support services	8	\$603,500
40	923110	Administration of education programs	4	\$791,060



# NATIONAL PARK SERVICE (NPS)

Mission is to preserve the past, manage the present, and invest in the future of the 385 areas that make up the National Park System. Promote and regulate the use of the Federal areas known as national parks and monuments.

**Annually, approximately \$300- \$400 Million in acquisitions.**

## CONTRACTING OPPORTUNITIES INCLUDE:

### Information Technology

- hardware & software

### Maintenance Services at Parks, Monuments & related Facilities

- garbage collection
- janitorial services
- night security & patrol

### Professional Services

- architectural & engineering services
- administrative buildings
- visitor centers
- water systems
- research studies
- audiovisual films & brochures

### Construction

- administrative buildings
- campgrounds
- comfort stations
- landscaping
- parking lots
- visitor centers
- historic restoration

### Supplies & Equipment

- automobiles
- back pack units
- boats
- chain saws
- fertilizer
- grass seeds
- tractors/mowers
- uniforms
- communications equipment
- photographic equipment

## NPS ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

- Anchorage, Alaska  
Bernard Pitts @ 907.257.2621  
[Bernard\\_Pitts@nps.gov](mailto:Bernard_Pitts@nps.gov)
- Atlanta, Georgia  
Sharon Carson @ 404.562.3256 ext. 557  
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- Denver, Colorado  
Rosemary Ortiz @ 303.969.2112  
[Rosemary\\_Ortiz@nps.gov](mailto:Rosemary_Ortiz@nps.gov)
- Harpers Ferry, West Virginia  
JoAnne Grove @ 304.535.6482  
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- Washington, DC  
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The National Park Service has **11** training centers across the U.S. – please visit:

**[www.nps.gov/training/](http://www.nps.gov/training/)**  
for contacts and phone numbers.

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Get to know us @ [www.nps.gov](http://www.nps.gov)

**National Park Service****TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

	<b>NAICS Codes</b>	<b>Description</b>	<b>Total Actions</b>	<b>Total Dollars</b>
1	115310	Support activities for forestry	66	\$3,532,356
2	221310	Water supply and irrigation systems	24	\$2,765,915
3	221320	Sewage treatment facilities	19	\$12,756,091
4	233220	Multi-Family Housing Construction	23	\$6,522,225
5	233320	Commercial and Institutional Building Construction	488	\$82,246,127
6	234110	Highway and Street Construction	134	\$7,579,090
7	234910	Water, Sewer, and Pipeline Construction	104	\$13,499,651
8	234990	All Other Heavy Construction	130	\$26,260,030
9	235110	Plumbing, Heating and Air Conditioning Contractors	98	\$4,702,077
10	236220	Commercial building construction	52	\$46,743,730
11	237110	Water and sewer system construction	19	\$4,839,891
12	237310	Highway, street, and bridge construction	86	\$12,714,506
13	237990	Other heavy construction	21	\$7,826,211
14	238220	Plumbing and HVAC contractors	28	\$2,730,441
15	238910	Site preparation contractors	20	\$6,307,659
16	315999	All other accessory and apparel manufacturing	79	\$9,700,600
17	333120	Construction machinery manufacturing	43	\$3,008,642
18	334220	Broadcast and wireless communications equip.	135	\$20,485,615
19	336611	Ship building and repairing	15	\$5,344,514
20	339999	All other miscellaneous manufacturing	98	\$5,283,407
21	422710	Petroleum Bulk Stations and Terminals	84	\$5,514,112
22	443120	Computer and software stores	13	\$5,038,529
23	531120	Lessors of nonresidential buildings	26	\$3,817,034
24	541310	Architectural services	809	\$39,500,383
25	541330	Engineering services	696	\$25,558,937
26	541350	Building inspection services	25	\$6,321,353
27	541370	Other surveying and mapping services	70	\$2,749,678
28	541490	Other specialized design services	38	\$2,007,833
29	541511	Custom computer programming services	47	\$3,156,176
30	541512	Computer systems design services	35	\$5,022,386
31	541513	Computer facilities management services	9	\$2,936,320
32	541519	Other computer related services	23	\$3,023,797
33	541611	Administrative management consulting services	104	\$5,702,381
34	541620	Environmental consulting services	266	\$16,495,118
35	541710	Physical, engineering and biological research	95	\$3,104,670
36	541990	All other professional and technical services	141	\$9,237,999
37	561612	Security guards and patrol services	33	\$2,781,583
38	561720	Janitorial services	47	\$3,097,224
39	561730	Landscaping services	95	\$3,920,848
40	562910	Remediation services	33	\$8,842,313



## U.S. FISH & WILDLIFE SERVICE (FWS)

Is responsible for the conservation and protection of fish and wildlife and their habitats through Federal programs relating to wild birds, endangered species, certain marine mammals, inland sport fisheries, and specific fishery and wildlife research activities.

**Annually, approximately \$75- \$110 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### **Information Technology**

- limited hardware & software
- procurement & systems development

#### **Professional Services**

- fish & wildlife studies involving:
- ecology
- ecosystems endangered species
- environment
- rivers
- streams
- tidal marshes morphology habitat
- reclamation photo interpretation
- surveys

#### **Construction**

- maintenance & renovation
- architectural & engineering services
- major fish hatcheries
- channels
- land clearing
- pond rehabilitation
- sewer systems
- soil borings
- well drilling/testing

#### **Supplies and Equipment**

- audiovisual supplies
- cartographic supplies
- film processing
- hatcheries, refuge supplies
- publications
- graphic art

#### **Research & Development**

- ecological profile development
- effects of energy productions on habitats
- applied research in biological fields

### FWS ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

- Albuquerque, New Mexico  
Reymondo Aragon @ 505.248.6792  
[rey\\_aragon@fws.gov](mailto:rey_aragon@fws.gov)
- Anchorage, Alaska  
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- Atlanta, Georgia  
Donald Calder @ 404.679.4058  
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- Denver, Colorado  
Carol Beatty @ 303.236.5412 ext. 226  
[Carol\\_Beatty@fws.gov](mailto:Carol_Beatty@fws.gov)
- Hadley, Massachusetts  
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[Annmarie\\_Beauregard@fws.gov](mailto:Annmarie_Beauregard@fws.gov)
- Portland, Oregon  
Elida Monroe @ 503.231.2052  
[elida\\_monroe@fws.gov](mailto:elida_monroe@fws.gov)
- Fort Snelling, Minnesota  
Patrick Peine @ 612.713.5186  
[Patrick\\_Peine@fws.gov](mailto:Patrick_Peine@fws.gov)

#### **HEADQUARTERS:**

- Arlington, Virginia  
James W. McKoy @ 703.358.2225  
[JimMckoy@fws.gov](mailto:JimMckoy@fws.gov)

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#### **National Conservation Training Center** Sheperdstown, WV

Jerry Perry @ 304.876.7708  
Kristie Haskett @ 304.876.7708

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Get to know us @ [www.fws.gov](http://www.fws.gov)

**U.S. Fish & Wildlife Service**

**TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

	<b>NAICS Codes</b>	<b>Description</b>	<b>Total Actions</b>	<b>Total Dollars</b>
1	115310	Support activities for forestry	122	\$3,879,251
2	233210	Single Family Housing Construction	39	\$2,676,499
3	233310	Manufacturing and Industrial Building Construction	54	\$2,918,420
4	233320	Commercial and Institutional Building Construction	147	\$8,438,293
5	234110	Highway and Street Construction	34	\$2,421,231
6	234910	Water, Sewer, and Pipeline Construction	36	\$1,374,453
7	234990	All Other Heavy Construction	176	\$7,125,637
8	235110	Plumbing, Heating and Air Conditioning Contractors	31	\$943,583
9	235510	Carpentry Contactors	12	\$1,017,769
10	235710	Concret Contractors	35	\$1,100,092
11	235990	All Other Special Trade Contractors	67	\$1,767,235
12	236115	New single-family general contractors	20	\$1,306,593
13	236210	Industrial building construction	41	\$3,835,422
14	236220	Commercial building construction	47	\$9,117,607
15	237110	Water and sewer system construction	21	\$2,713,903
16	237310	Highway, street, and bridge construction	16	\$1,828,969
17	237990	Other heavy construction	49	\$4,528,084
18	238990	All other specialty trade contractors	50	\$2,159,914
19	333120	Construction machinery manufacturing	32	\$3,789,315
20	333924	Industrial truck, trailer, and stacker mfg.	42	\$2,197,171
21	334111	Electronic computer manufacturing	36	\$858,397
22	334220	Broadcast and wireless communications equip.	67	\$3,501,552
23	339950	Sign manufacturing	34	\$888,837
24	488119	Other airport operations	12	\$4,197,632
25	522292	Real estate credit	18	\$833,460
26	531210	Offices of real estate agents and brokers	128	\$3,431,215
27	531312	Nonresidential property managers	45	\$1,805,634
28	541310	Architectural services	101	\$8,666,411
29	541330	Engineering services	190	\$3,809,442
30	541370	Other surveying and mapping services	189	\$3,586,397
31	541512	Computer systems design services	17	\$1,160,079
32	541519	Other computer related services	41	\$2,173,161
33	541620	Environmental consulting services	128	\$4,219,574
34	541690	Other technical consulting services	58	\$1,627,456
35	541990	All other professional and technical services	104	\$2,591,746
36	561210	Facilities support services	25	\$5,146,809
37	561439	Other business service centers	3	\$1,049,922
38	561730	Landscaping services	20	\$1,090,054
39	712110	Museums	4	\$1,650,665
40	921190	Other general government support	4	\$1,081,683



## BUREAU OF LAND MANAGEMENT (BLM)

Is responsible for managing the nation's public lands and resources in a combination of ways that best serve the needs of the American people.

**Annually, approximately \$95- \$110 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### **Information Technology**

- limited hardware & software

#### **Professional Services**

- architectural & engineering services
- aerial photography
- cadastral surveying
- environmental studies
- land appraisals
- socioeconomic assessments
- maintenance services

#### **Construction**

- buildings
- dikes
- fences
- pipelines
- recreation sites
- roads
- water wells

#### **Supplies and Equipment**

- cattleguards
- food services
- forklifts, tractors
- fire trucks
- helicopters, aircraft
- grass seeds
- stock watering
- wooden posts
- hoses
- spades/shovels
- project markers

#### **Land Treatment Projects**

- aerial fertilization/spraying/seeding
- brush removal
- chaining
- plowing
- tree planting/thinning

### **BLM ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:**

-Denver, Colorado

**Vacant**

-Portland, Oregon

Roger Sharp @ 503.952.6220

[rlsharp@blm.gov](mailto:rlsharp@blm.gov)

#### **HEADQUARTERS:**

-Washington, DC

Barbara Gaines @ 202.785.6586

[Barbara\\_gaines@blm.gov](mailto:Barbara_gaines@blm.gov)

-Billings, MT

**Marc Gress @ 406.896.2950**

#### **State Offices:**

AK - Vicky Hawkinson @ 907.267.1323

AZ - Janell Reifel @ 602.417.9266

CA - Julia Lang @ 916.978.4525

CO - Deb Crum @ 303.239.3677

ID - Julie Lewis @ 208.373.3909

MT - Mary Clark @ 406.896.5205

NM - Vacant

NV - Lee Norton @ 775.861.6417

OR - Dawn Higgins @ 503.808.6228

UT - Ray Holmes @ 801.539.4172

WY - Janet Edmonds @ 307.775.6007

#### **Eastern States Office:**

VA -Vanessa Felder @ 703.440.1741

#### **National Interagency Fire Center:**

ID - Richard Harter @ 208.387.5546

#### **National Training Center:**

AZ - Tina Wiley @ 602.906.5563

#### **National Business Center:**

CO - Debra Crum @ 303.236.3517

**Bureau of Land Management****TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

NAICS Codes	Description	Total Actions	Total Dollars
1 111940	Hay farming	26	\$1,328,428
2 115112	Soil preparation, planting, and cultivating	145	\$4,916,909
3 115210	Support activities for animal production	60	\$6,158,381
4 115310	Support activities for forestry	534	\$25,151,467
5 233320	Commercial and Institutional Building Construction	69	\$4,280,394
6 234110	Highway and Street Construction	76	\$2,308,773
7 234990	All Other Heavy Construction	156	\$2,949,856
8 235990	All Other Special Trade Contractors	226	\$1,595,578
9 236210	Industrial building construction	10	\$6,381,939
10 236220	Commercial building construction	18	\$12,354,929
11 237310	Highway, street, and bridge construction	86	\$6,827,330
12 237990	Other heavy construction	25	\$3,746,812
13 238990	All other specialty trade contractors	65	\$1,665,116
14 325998	Other miscellaneous chemical product mfg.	66	\$2,095,167
15 333120	Construction machinery manufacturing	13	\$1,303,405
16 334111	Electronic computer manufacturing	37	\$1,685,186
17 334112	Computer storage device manufacturing	18	\$2,516,478
18 334220	Broadcast and wireless communications equip.	89	\$9,777,016
19 337214	Office furniture, except wood, manufacturing	66	\$1,901,454
20 422910	Farm Suppliers Wholesalers	23	\$1,680,607
21 444220	Nursery, garden, and farm supply stores	96	\$2,382,854
22 511210	Software publishers	27	\$7,519,761
23 531120	Lessors of nonresidential buildings	597	\$22,917,923
24 541310	Architectural services	114	\$9,230,084
25 541330	Engineering services	31	\$5,051,214
26 541490	Other specialized design services	10	\$2,742,998
27 541511	Custom computer programming services	68	\$8,626,544
28 541512	Computer systems design services	167	\$17,692,207
29 541513	Computer facilities management services	21	\$2,212,732
30 541519	Other computer related services	214	\$16,047,403
31 541620	Environmental consulting services	213	\$23,474,086
32 541690	Other technical consulting services	130	\$2,127,617
33 541710	Physical, engineering and biological research	103	\$1,601,297
34 541990	All other professional and technical services	77	\$1,968,375
35 561110	Office administrative services	55	\$1,355,819
36 561720	Janitorial services	70	\$1,629,117
37 562910	Remediation services	90	\$8,030,497
38 621498	All other outpatient care centers	5	\$1,646,640
39 811212	Computer and office machine repair	20	\$1,448,774
40 924120	Administration of conservation programs	62	\$2,100,429



## MINERALS MANAGEMENT SERVICE (MMS)

Mission is to provide stewardship of the leasing activities on the Outer Continental Shelf and to provide for the efficient collection of royalties as well as fees due from leases on Federal and Indian lands. Please take a look at the MMS forecast posted on the Department of Interior website. [www.doi.gov](http://www.doi.gov)

Visit us at [www.mms.gov](http://www.mms.gov).

### CONTRACTING OPPORTUNITIES INCLUDE:

#### Information Technology

- card punching
- computer supplies
- computer equipment
- maintenance
- non-scientific and scientific software development
- software and hardware lease and purchase
- time sharing
- systems design

#### Environmental and Research Studies

- air quality
- socioeconomic assessments
- environmental impact
- geological/ecological impact
- technology evaluation and research

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#### MMS ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

-Lakewood, Colorado  
 Theresa Velasquez @ 303.231.3937  
[theresa.velasquez@mms.gov](mailto:theresa.velasquez@mms.gov)

-New Orleans, Louisiana  
 Pam Diliberto @504.736.2626  
[pamela.diliberto@mms.gov](mailto:pamela.diliberto@mms.gov)

#### HEADQUARTERS:

-Herndon, Virginia  
 Beth Owen @ 703.787.1388  
[beth.owen@mms.gov](mailto:beth.owen@mms.gov)



GovWorks is a Franchise Fund established by Congress and OMB to offer administrative services for procurement throughout Federal agencies. GovWorks resides within the MMS Bureau, and traditionally, handles procurements external to Interior. We work with all agencies, including the Executive Office of the President.

As a federal acquisition center, GovWorks delivers efficiently, quickly and is cost effective. Our role is to provide the federal manager with an innovative solution to their buying needs.

We are government working with government, helping decision makers from project inception thru closeout. Project funding along with a bona fide need, is sent to GovWorks through an Interagency Agreement or MIPR, and we begin work on the agency requirements. There is a service charge of 4%.

Visit @ [www.govworks.gov](http://www.govworks.gov)  
 Call us @ 703.787.1400  
 E-mail @ [Beth.Owen@mms.gov](mailto:Beth.Owen@mms.gov)

**Minerals Management Service****TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

	<b>NAICS Codes</b>	<b>Description</b>	<b>Total Actions</b>	<b>Total Dollars</b>
1	233310	Manufacturing and Industrial Building Construction	11	\$4,946,519
2	233320	Commercial and Institutional Building Construction	30	\$15,687,394
3	234920	Power and Communication Transmission Construction	2	\$2,589,309
4	234990	All Other Heavy Construction	5	\$2,896,174
5	235110	Plumbing, Heating and Air Conditioning Contractors	64	\$9,197,064
6	334111	Electronic computer manufacturing	39	\$3,731,223
7	336413	Other aircraft parts and equipment	11	\$13,950,392
8	336611	Ship building and repairing	24	\$4,582,908
9	337214	Office furniture, except wood, manufacturing	27	\$2,796,765
10	337215	Showcases, partitions, shelving, and lockers	528	\$24,421,388
11	339112	Surgical and medical instrument manufacturing	33	\$6,645,299
12	421430	Computer and Computer Peripheral Eq. & Software Whole	91	\$20,883,506
13	423430	Computer and software merchant wholesalers	15	\$2,297,899
14	443120	Computer and software stores	32	\$3,517,375
15	511140	Directory and mailing list publishers	2	\$2,175,000
16	511210	Software publishers	121	\$18,016,025
17	514199	All Other Information Services	1080	\$318,192,781
18	516110	Internet publishing and broadcasting	8	\$14,382,966
19	519190	All other information services	6	\$1,513,109
20	541211	Offices of certified public accountants	28	\$12,674,931
21	541330	Engineering services	93	\$19,609,533
22	541360	Geophysical surveying and mapping services	5	\$1,356,153
23	541511	Custom computer programming services	125	\$24,418,719
24	541512	Computer systems design services	180	\$85,822,845
25	541519	Other computer related services	126	\$32,546,059
26	541611	Administrative management consulting services	624	\$206,210,219
27	541618	Other management consulting services	60	\$8,715,149
28	541690	Other technical consulting services	65	\$18,594,660
29	541710	Physical, engineering and biological research	117	\$15,228,227
30	541720	Social science and humanities research	9	\$1,956,427
31	541830	Media buying agencies	24	\$290,058,971
32	541990	All other professional and technical services	264	\$74,573,262
33	561110	Office administrative services	25	\$1,804,922
34	561210	Facilities support services	16	\$1,758,792
35	561499	All other business support services	75	\$5,470,227
36	562998	Miscellaneous waste management services	14	\$1,546,037
37	611430	Management training	15	\$3,802,252
38	611699	Miscellaneous schools and instruction	5	\$6,279,726
39	811212	Computer and office machine repair	14	\$1,355,336
40	813410	Civic and social organizations	1	\$1,999,227



## OFFICE of SURFACE MINING RECLAMATION and ENFORCEMENT (OSM)

Mission is to safeguard the people and the environment; regulate adverse effects of surface coal mining operations; and, amend the damage of the past mining operations.

**Annually, approximately \$15- \$20 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### **Information Technology**

- limited hardware & software
- systems design

#### **Professional Services**

- applied research
- ecological investigations
- geotechnical research
- environmental monitoring
- laboratory testing, analysis
- reclamation of lands affected by mining
- engineering support services
- abandoned mine lands emerg. projects
- mine plan review
- training programs
- developing tests
- monitoring tests

#### **Supplies and Equipment**

- equipment for inspection
- office furniture
- mining equipment
- land excavation equipment

### OSM ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

-Pittsburgh, Pennsylvania  
Twanda Dennis @ 412.937.2846  
[tdennis@osmre.gov](mailto:tdennis@osmre.gov)

### HEADQUARTERS:

-Pittsburgh, Pennsylvania  
Tim Dieringer @ 412.937.2145  
[tdiering@osmre.gov](mailto:tdiering@osmre.gov)

**Office of Surface Mining****TOP 11 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

NAICS Codes	Description	Total Actions	Total Dollars
1 234990	All Other Heavy Construction	119	\$1,462,840
2 237990	Other heavy construction	289	\$8,543,785
3 452990	All other general merchandise stores	1	\$134,752
4 514199	All Other Information Services	8	\$472,650
5 514210	Data Processing Services	3	\$46,601
6 541219	Other accounting services	9	\$701,878
7 541330	Engineering services	73	\$1,226,252
8 541512	Computer systems design services	4	\$152,000
9 541519	Other computer related services	10	\$869,514
10 561990	All other support services	1	\$3,520
11 621112	Offices of mental health physicians	1	\$5,966
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## NATIONAL BUSINESS CENTER (NBC)



Under the purview of the Assistant Secretary for Policy, Management and Budget, develops acquisition policy and provides acquisition support for over 50 separate offices within the Interior's Office of the Secretary and several independent agencies and commissions.

**Annually, approximately \$600- \$800 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### Information Technology

- computer supplies & equipment
- maintenance
- software development
- software and hardware lease and purchase
- systems design

#### Professional Services

- auditing and studies
- accounting services
- consulting
- training programs
- economic analysis
- library services
- management services
- editing
- monograph processing
- patent searches
- scientific studies

#### Supplies and Equipment

- office supplies
- equipment maintenance
- copying machines

#### Aircraft

- airplane and helicopter purchasing
- airplane and helicopter operations
- aircraft maintenance

### NBC ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

- Ft. Huachuca, Arizona  
Patricia Woznick @ 520.538.0405  
[pat\\_a\\_woznick@nbc.gov](mailto:pat_a_woznick@nbc.gov)
- Washington, DC  
Kate McKenna @ 202.208.6722  
[kate\\_a\\_mckenna@nbc.gov](mailto:kate_a_mckenna@nbc.gov)

#### HEADQUARTERS:

- Denver, Colorado  
Corazon Sudds @ 303.969.7237  
[corazon\\_c\\_sudds@nbc.gov](mailto:corazon_c_sudds@nbc.gov)



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**Office of Aircraft Services**  
[www.oas.gov](http://www.oas.gov)

Annually, \$50- \$60 Million in contracts.

- Anchorage, Alaska  
Alf Aanensen @ 907.271.4325  
[alf\\_aanensen@oas.gov](mailto:alf_aanensen@oas.gov)
- Boise, Idaho  
Edie Stansbury @ 208.433.5028  
[edie\\_stansbury@oas.gov](mailto:edie_stansbury@oas.gov)



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**Office of the Inspector General**  
[www.oig.doi.gov](http://www.oig.doi.gov)

- Washington, DC  
Robyn Ball @ 202.208.4599  
[RobynBall@oig.doi.gov](mailto:RobynBall@oig.doi.gov)

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**OFFICE OF THE SPECIAL TRUSTEE for American Indians – [www.ost.doi.gov](http://www.ost.doi.gov)**

- Albuquerque, New Mexico  
Shirley Vanderburg @ 505.816.1295  
[Shirley\\_vanderburg@ios.doi.gov](mailto:Shirley_vanderburg@ios.doi.gov)

**National Business Center**

**TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

NAICS Codes	Description	Total Actions	Total Dollars
1 325188	All other basic inorganic chemical mfg.	1	\$1,521,109
2 333314	Optical instrument and lens manufacturing	11	\$2,260,000
3 334111	Electronic computer manufacturing	40	\$7,846,031
4 334119	Other computer peripheral equipment mfg.	77	\$6,451,221
5 334290	Other communications equipment manufacturing	7	\$1,154,549
6 334310	Audio and video equipment manufacturing	3	\$1,191,698
7 334511	Search, detection, and navigation instruments	3	\$1,229,203
8 334519	Other measuring and controlling device mfg.	4	\$1,268,650
9 336411	Aircraft manufacturing	2	\$2,042,810
10 421430	Computer and Computer Peripheral Eq. & Software Whole	64	\$11,237,383
11 421690	Other Electronic Parts and Eq. Wholesalers	3	\$1,705,750
12 422720	Petroleum and Petroleum Products Wholesalers (except Bul	5	\$1,417,995
13 452990	All other general merchandise stores	29	\$1,792,202
14 481211	Nonscheduled air passenger chartering	916	\$81,893,758
15 488119	Other airport operations	19	\$1,580,692
16 491110	Postal service	13	\$2,478,336
17 513330	Telecommunications Resellers	64	\$21,469,768
18 514210	Data Processing Services	8	\$5,519,320
19 541211	Offices of certified public accountants	7	\$8,776,657
20 541214	Payroll services	5	\$2,934,000
21 541219	Other accounting services	3	\$2,898,724
22 541330	Engineering services	415	\$170,365,902
23 541511	Custom computer programming services	498	\$66,070,696
24 541512	Computer systems design services	469	\$114,390,558
25 541513	Computer facilities management services	12	\$2,600,476
26 541519	Other computer related services	263	\$77,005,666
27 541611	Administrative management consulting services	226	\$67,992,231
28 541618	Other management consulting services	267	\$63,127,324
29 541620	Environmental consulting services	17	\$2,751,487
30 541690	Other technical consulting services	19	\$5,539,424
31 541710	Physical, engineering and biological research	343	\$85,206,037
32 541990	All other professional and technical services	28	\$7,072,807
33 561110	Office administrative services	11	\$1,692,624
34 561210	Facilities support services	11	\$7,434,185
35 561499	All other business support services	4	\$1,506,535
36 561720	Janitorial services	9	\$5,948,622
37 561990	All other support services	12	\$3,361,571
38 611310	Colleges and universities	2	\$5,781,420
39 611513	Apprenticeship training	4	\$3,628,720
40 611699	Miscellaneous schools and instruction	17	\$1,138,485



## BUREAU OF RECLAMATION (BOR)

Is dedicated to managing, developing, and protecting water and related resources in an environmentally and economically sound manner in the interest of the American public. Reclamation goal is to become the premier water management agency in the world.

**Annually, approximately \$200- \$300 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### **Information Technology**

- Hardware and software

#### **Construction**

- aqueducts
- canals
- drainage facilities
- electrical transmission facilities
- access roads
- building construction
- power plants
- switchyards
- water distribution facilities
- highways
- railroads

#### **Equipment**

- hydraulic/wind turbines
- pumps and valves
- transformers

#### **Research**

- applied sciences
- atmospheric

#### **Supplies**

- water resources
- hydraulics
- engineering, laboratory , and drilling supplies
- communications
- earth sciences and electrical power supplies & equipment

### **BOR ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:**

- Billings, Montana  
Andy Fox @ 406.247.7811  
[afox@gp.usbr.gov](mailto:afox@gp.usbr.gov)
- Boise, Idaho  
John Hedeem @ 208.378.5105  
[jhedeem@pn.usbr.gov](mailto:jhedeem@pn.usbr.gov)
- Boulder City, Nevada  
Eather Stewart @ 702.293.8149  
[esteward@lc.usbr.gov](mailto:esteward@lc.usbr.gov)
- Denver, Colorado  
Gilbert Olivas @ 303.445.2437  
[golivas@do.usbr.gov](mailto:golivas@do.usbr.gov)
- Sacramento, California  
Dion Steele @ 916.978.5142  
[rdsteele@mp.usbr.gov](mailto:rdsteele@mp.usbr.gov)
- Salt Lake City, Utah  
Peggie Ure @ 801.524.3756  
[pure@uc.usbr.gov](mailto:pure@uc.usbr.gov)

### **HEADQUARTERS:**

- Denver, Colorado  
Ron Simonich @ 303.445.2447  
[rsimonich@do.usbr.gov](mailto:rsimonich@do.usbr.gov)

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Get to know us @ [www.usbr.gov](http://www.usbr.gov)

**Bureau of Reclamation****TOP 40 NAICS Codes**

Fiscal Year 2003 Procurement Awards (as of Nov. 12, 2003)

NAICS Codes	Description	Total Actions	Total Dollars
1 221310	Water supply and irrigation systems	30	\$3,720,405
2 233320	Commercial and Institutional Building Construction	22	\$1,225,722
3 234910	Water, Sewer, and Pipeline Construction	49	\$5,014,495
4 234990	All Other Heavy Construction	276	\$42,667,464
5 235210	Painting and Wall Covering Contractors	16	\$2,453,902
6 236220	Commercial building construction	19	\$3,117,289
7 237110	Water and sewer system construction	7	\$971,281
8 237990	Other heavy construction	53	\$14,307,150
9 238210	Electrical contractors	5	\$1,005,287
10 238910	Site preparation contractors	12	\$1,991,007
11 238990	All other specialty trade contractors	27	\$1,021,045
12 327999	Miscellaneous nonmetallic mineral products	7	\$1,498,219
13 332311	Prefabricated metal buildings and components	8	\$1,613,585
14 333415	AC, refrigeration, and forced air heating	9	\$951,380
15 333611	Turbine and turbine generator set units mfg.	56	\$8,562,957
16 334111	Electronic computer manufacturing	45	\$2,156,127
17 334220	Broadcast and wireless communications equip.	11	\$4,212,872
18 334290	Other communications equipment manufacturing	9	\$1,085,927
19 334513	Industrial process variable instruments	27	\$1,130,822
20 335311	Electric power and specialty transformer mfg.	19	\$1,576,384
21 335312	Motor and generator manufacturing	18	\$2,468,967
22 335313	Switchgear and switchboard apparatus mfg.	19	\$12,036,712
23 421430	Computer and Computer Peripheral Eq. & Software Whole	21	\$2,467,827
24 421810	Construction and Mining (except Oil) Machinery and Eq. W	13	\$2,023,941
25 486990	All other pipeline transportation	1	\$5,360,000
26 541330	Engineering services	200	\$6,860,784
27 541370	Other surveying and mapping services	109	\$2,088,557
28 541511	Custom computer programming services	28	\$1,256,680
29 541512	Computer systems design services	16	\$2,142,972
30 541620	Environmental consulting services	129	\$9,921,317
31 541690	Other technical consulting services	187	\$6,413,135
32 541710	Physical, engineering and biological research	25	\$2,871,420
33 541990	All other professional and technical services	70	\$1,681,115
34 561210	Facilities support services	37	\$9,593,285
35 561611	Investigation services	16	\$1,520,794
36 561612	Security guards and patrol services	50	\$7,550,376
37 561720	Janitorial services	40	\$2,353,846
38 562910	Remediation services	48	\$4,584,366
39 811310	Commercial machinery repair and maintenance	16	\$2,527,809
40 922120	Police protection	13	\$3,442,591



## U.S. GEOLOGICAL SURVEY (USGS)

Is to provide geologic, topographic, biologic, and hydrologic information that contributes to the wise management of the Nation's natural resources and that promotes the health, safety, and well-being of the people.

**Annually, approximately \$100- \$120 Million in acquisitions.**

### CONTRACTING OPPORTUNITIES INCLUDE:

#### **Information Technology**

- hardware & software
- systems design
- equipment
- maintenance
- non-scientific software development

#### **Professional Services**

- management consulting
- training services
- symposia support of scientific programs

#### **Research and Development**

- coal potential projects
- coal resource occurrence
- earthquake studies/analysis
- flood plain studies
- geothermal activities
- environmental impact studies
- rock physics studies
- geophysical data collection
- geologic and mineral sources studies
- induced seismicity studies

#### **Supplies and Equipment**

- chemicals
- field supplies
- scientific/safety equipment
- topographic
- stereoscopic/plotting equipment
- industrial supplies & equipment
- printing supplies & equipment

#### **Technical Services**

- technical writing
- architectural and design engineering
- ground surveying
- imagery production and processing

### USGS ACQUISITION OFFICES and CONTACTS ARE LOCATED IN:

-Denver, Colorado

Brian Scott @ 303.236.9331

[bxscott@usgs.gov](mailto:bxscott@usgs.gov)

-Menlo Park, California

Rita Leach @ 650.329.4162

[rleach@usgs.gov](mailto:rleach@usgs.gov)

-Reston, Virginia

Sharon McDowell @ 703.648.7375

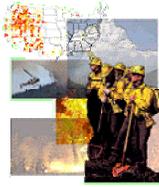
[smcdowell@usgs.gov](mailto:smcdowell@usgs.gov)

### **HEADQUARTERS:**

-Reston, Virginia

Richard Heilemann @ 703.648.7346

[rheilemann@usgs.gov](mailto:rheilemann@usgs.gov)



## **National Fire Plan**

**Managing the Impact of Wildfires on the  
Communities and the Environment**

A cooperative long-term effort of the USDA Forest Service, Department of the Interior, and the National Association of State Foresters.

### **Contracting leads, fuels specialists, contracts, procurement opportunities, etc.**

How would you like to help restore and rehabilitate fire-damaged lands, protect your local community from destructive wildfires, and get paid for your efforts?

A recent law, the Fiscal Year 2001 Department of the Interior and Related Agencies Appropriations Act (Public Law 106-291), opens the door for local businesses and nonprofit groups to participate in fuels reduction, land rehabilitation/restoration, and training/monitoring for these activities on Federal lands. Restoration efforts can also occur on non-Federal lands if this would benefit resources on Federal land (for example, restoring fire-damaged stream banks on private lands might be essential to preventing high stream flows and soil erosion on downstream Federal lands).

The Appropriations Act authorizes the use of contracts, grants, and cooperative agreements and allows government agencies, notwithstanding Federal Government procurement and contracting laws, to cut through red tape and get the job done.

Under the new program, Federal agencies can take into account several factors in awarding contracts/agreements, including best-value practices and opportunities to enhance local small business employment levels. The Act specifies that, for fuels reduction, stabilization, and rehabilitation treatments, local contract people should be used whenever possible.

Funds have also been provided to the Department of the Interior for pilot efforts to assist rural fire districts in enhancing their fire protection capability. Assistance can include training, equipment purchase, and prevention activities on a cost-share basis.

**Visit: [www.fireplan.gov](http://www.fireplan.gov) for more information.**

**U.S. Department of the Interior  
Office of Small and Disadvantaged Business  
Utilization (OSDBU)**

OTHER ORGANIZATIONS OSDBU HAS A PARTNERSHIP OR MEMORANDUM OF UNDERSTANDING WITH TO ASSISTANCE THE SMALL BUSINESS COMMUNITY.

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***The National Center for American  
Indian Enterprise Development***  
[www.ncaied.org](http://www.ncaied.org)



***National Black Chamber of  
Commerce***  
[www.nationalbcc.org](http://www.nationalbcc.org)



***U.S. Hispanic Chamber of  
Commerce***  
[www.usfcc.com](http://www.usfcc.com)



***Business Women's Network,  
Inc.***  
[www.bwni.com](http://www.bwni.com)



***Minority Business &  
Professional Network***  
[www.mbpn.org](http://www.mbpn.org)



***U.S. Pan Asian American  
Chamber of Commerce***  
[www.uspaacc.com](http://www.uspaacc.com)



***MD/DC Minority Supplier  
Development Council***  
[www.mddccouncil.com](http://www.mddccouncil.com)



***National Indian Business Association***  
[www.nibanetwork.org](http://www.nibanetwork.org)

**Other WEB-SITES of INTEREST**



***Small Business  
Administration***  
[www.sba.gov](http://www.sba.gov)



***Minority Business  
Development Agency***  
[www.mbd.gov](http://www.mbd.gov)



**FirstGov.gov**, the official U.S. gateway to all government information, is the catalyst for growing electronic government. Our work transcends the traditional boundaries of government and our vision is global - connecting the world to all U.S. government information and services.



**FedBizOpps.gov** is the single government point-of-entry for Federal government procurement opportunities over \$25,000.

Government buyers are able to publicize their business opportunities by posting information directly to FedBizOpps via the Internet. Through one portal, FedBizOpps commercial vendors seeking Federal markets for their products and services can search, monitor and retrieve opportunities solicited by the entire Federal contracting community .



As a federal acquisition center, **GovWorks.gov** delivers efficiently, quickly and is cost effective. Our role is to provide the federal manager with an innovative solution to their buying needs. GovWorks is a Franchise Fund established by Congress and OMB to offer administrative services for procurement throughout Federal agencies. We are government working with government, helping decision makers from project inception to completion.



The Native American Business and Services Directory (NABS) is offered as a service to all those interested in the facilitation of products and services related to American Indian and Alaskan Natives.

[www.nabsdirectory.com](http://www.nabsdirectory.com)

## Don't forget to register with the "Central Contractor Registration"



[www.CCR.gov](http://www.CCR.gov)

### Who registers in CCR?

- According to the DFARS 204.7302, after May 31, 1998, **prospective vendors** must be registered in CCR prior to the award of a contract; basic agreement, basic ordering agreement, or blanket purchase agreement, unless the award results from a solicitation issued on or before May 31, 1998.
- Prime contractors are not required to have their subcontractors register in CCR. If a prime's subcontractor wants to bid directly for contracts, they should register in the CCR.
- EFT and assignment of claims as stated FAR 52.232-33 Para. H.:  
"EFT and assignment of claims. If the Contractor assigns the proceeds of this contract as provided for in the assignment of claims terms of this contract, the Contractor shall require as a condition of any such assignment, that the assignee shall register in the CCR database and shall be paid by EFT in accordance with the terms of this clause. In all respects, the requirements of this clause shall apply to the assignee as if it were the Contractor. EFT information that shows the ultimate recipient of the transfer to be other than the Contractor, in the absence of a proper assignment of claims acceptable to the Government, is incorrect EFT information within the meaning of paragraph (d) of this clause."
- A Government Agency is required to register if the awarded contract is governed by the FAR or DFAR.

### **Exceptions to the CCR registration requirement**

The DFARS policy requiring registration in CCR applies to all types of awards except the following:

- Purchases paid with a Government-wide commercial purchase card
- Awards paid to foreign vendors for work performed OUTSIDE the United States
- Classified contracts or purchases (ref. FAR 4.401)
- Contracts awarded by deployed contracting officers in the course of military operations, including but not limited to contingency operations as defined in 10 U.S.C. 101(a) (13), or contracts awarded by contracting officers in the conduct of emergency operations, such as responses to natural disasters or national or civil emergencies
- Purchases to support unusual or compelling needs of the type described in FAR 6.302-2 .

### **Why CCR was created?**

In the past, any vendor who wanted to do business with more than one Federal Government was required to submit the same business information to each and every Federal Agency. This redundancy of paperwork not only created an administrative burden for both the government and the vendor, but also was a major source of administrative error and expense in terms of both time and money.

Because the Federal Government is the largest purchaser of good and services in the world, the cost savings to be incurred by streamlining these administrative processes are dramatic. CCR was created to be the single repository of vendor data for the entire Federal Government to avoid this administrative duplication and allow contractors to take responsibility for the accuracy of their own important business information by supplying it directly to the government through a single registration.

### **The Mandate**

In October 1993, the President issued a memorandum that mandated the Government reform its acquisition processes. Subsequently, the Federal Acquisition Streamlining Act (FASA) of 1994 was passed, requiring the establishment of a "single face to industry." To accomplish this, the DoD identified a centralized, electronic registration process known as CCR as the single point of entry for vendors that want to do business with the Federal Government.



## **www.nabsdirectory.com**

The Native American Business and Services Directory (NABS) is offered as a service to all those interested in the facilitation of products and services related to American Indian and Alaskan Natives. The NABS Directory database includes product and services providers who are self-identified as Native American or Alaskan Native as well as those businesses, organizations, and agencies specializing in the provision of products and services to tribes, tribal organizations, and those who serve and assist them.

**OPPORTUNITY:** Don't miss this opportunity - To add your Native American owned, or Native American Oriented Business, Organization, or Agency to the "***Native American Business and Services Directory***"

The "One-Stop Information and Resource Center" for anyone interested in doing business in Indian Country today.

**EXPOSURE:** World-wide exposure to online searches and inquiries by:

- \* Business Category
- \* Products and Services
- \* Geographic Location
- \* And much more . . .

**VALUE:** Join hundreds of entrepreneurs, educators, program coordinators, vendors, organizations, and agencies as an important part of this invaluable Online resource . . . **Free!**

**SPONSORS:**

- Bank of America
- Bureau of Indian Affairs
- Bureau of the Census
- National Indian Business Association
- National Congress of American Indians
- The National Center for American Indian Enterprise Development
- Native American Research Association
- Department of Defense

For more information about the Native American Business and Services Directory, email us at: **[info@NABSDirectory.com](mailto:info@NABSDirectory.com)**

**REMEMBER:**

***Know your neighbor...***

1. **IDENTIFY** which organization best fits the type of work you do. Since Interior's acquisition programs are decentralized, your marketing strategy should include direct contact with each Bureau or Office. Do your homework, RESEARCH, and Know Interior.

Visit Interior's website [www.doi.gov](http://www.doi.gov) which has a wealth of information on the mission and requirements of its bureaus and offices.

2. **CONTACT** the Business Utilization Development Specialist (BUDS) of the Organizations listed in this booklet to find out who your regional neighbors are and how to contact them.

3. **FOLLOW UP** periodically, (but be reasonable about it, don't wear out your welcome) with the regional BUDS and send capability statements and brochures, and;

4. **REGISTER** with the "Central Contractor Registration". You must be registered to do business with the Federal Government.

***Let your neighbor know you...***

visit our website

[www.doi.gov/osdbu/](http://www.doi.gov/osdbu/)

for the FORECAST of Interior's acquisitions for the fiscal year.